

Regular Meeting Minutes of the
Gurnee Park District Board of Commissioners
July 21, 2020

President Goshorn called the regular meeting to order at 7:00 pm. The President led the Pledge of Allegiance and asked for roll call. Commissioners present: Vicki Paddock, Michelle Klemz, Gerry Crews, Sandra Campbell and Jim Goshorn. Also present: Susie Kuruvilla, Executive Director; Mike Szpylman, Director of Business Services; Mike Wick, Director of Recreation; Jeff Reinhard, Director of Parks; Jennifer Gilbert, Director of Marketing and Community Relations; and Kraig Owens, Construction and Risk Management Supervisor. and Melissa Greenthal, Operations Analyst.

A motion was made by Michelle Klemz to approve the minutes of the regular meeting of June 16, 2020. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Crews, Campbell, Klemz, Paddock, and Goshorn. Nays: none. Absent. none. Motion carried.

A motion was made by Michelle Klemz to approve the minutes of the executive session of June 16, 2020. The motion was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent. none. Motion carried.

A public hearing on the fiscal year 2020/2021 budget and appropriation was called to order by President Goshorn at 7:03 p.m. President Goshorn stated that the Budget & Appropriation Ordinance was prepared in tentative form and posted at Viking Park Community Center, Hunt Club Park Community Center and on the Park District website for the last thirty days. No changes have been made to the ordinance since it was posted in tentative form. A notice was published in the *Daily Herald* on July 10, 2020 regarding the hearing today. The total appropriation for all funds is \$14,319,382. President Goshorn opened the floor for public comment. There were no comments from the audience. Vicki Paddock made a motion to adjourn the hearing and Gerry Crews seconded. On voice vote, all voted aye. The hearing adjourned at 7:05 p.m. and the regular meeting resumed. Commissioners present: Sandra Campbell, Vicki Paddock, Michelle Klemz, Gerry Crews and Jim Goshorn. Commissioners Absent: none.

A motion to approve the total bills, payouts and payroll in the amount of \$668,972.36 presented on July 21, 2020, was made by Gerry Crews and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Campbell, Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent. none. Motion carried.

The financial report and treasurer's report were reviewed.

The President opened the floor to visitors; there were no visitors present.

Department Directors reviewed their written reports with the Board.

Director of Parks Jeff Reinhard reviewed the parks report. The summer has been busy in terms of mowing, removal of fallen trees and clean up after storms. Sarah Sinclair is handling the custodial staff at FitNation since reopening on June 26, 2020. New policies on cleaning to ensure items are cleaned and disinfected regularly. Commissioner Klemz asked how busy playgrounds are currently. Kraig Owens indicated that the more popular, bigger playgrounds have a good crowd. Commissioner Paddock asked about the increase in need for garbage pick up. Director Reinhard indicated he believes its due to the increase in walking and physical activity in the parks.

Director of Recreation Mike Wick reviewed the recreation report. FitNation is open and visits are averaging 40% of where they were this time last year. Summer Club is going well and near capacity. Swim lessons at the FitNation pool started July 6 and have been going well.

Director Mike Szpylman reviewed the Business Services report.

Director Jennifer Gilbert reviewed the Marketing and Community Relations report. Marketing has been developing a lot of signs for FitNation and a variety of programming.

Executive Director Susie Kuruvilla reviewed her report. We are shifting into fall programming to meet the needs of the community and the schools. Our program guide will have less programming than typical so that we can reduce the risk of spreading COVID-19. The decision has been made to keep Viking Park and Hunt Club Community Center closed for at least the next 3 months other than preschool operations.

ACTION ITEMS

A motion was made by Vicki Paddock to approve Fiscal Year 2019/2020 Audit as presented and was seconded by Michelle Klemz. Monika Adamski from Lauternach and Amen presented the audit report. Gurnee Park District received the unmodified opinion; this is the best that a municipality and park district can receive. Gurnee Park District received the Certificate of Achievement last fiscal year and plan to apply for it again this year. Roll call vote taken. Ayes: Crews, Paddock, Klemz, Campbell, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Michelle Klemz to approve fiscal year 2020/2021 budget as presented and was seconded by Gerry Crews. Roll call vote taken. Ayes: Klemz, Campbell, Crews, Paddock, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Vicki Paddock to approve the five year capital project plan as presented and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Campbell, Klemz, Crews, Paddock, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Gerry Crews to approve the Budget & Appropriation Ordinance #20/21-5 and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Vicki Paddock to approve the lowest responsible bid from Landmarks Contractors, Inc in the amounts of \$112,964.40 for the HC front entrance brick paving project and was seconded by Michelle Klemz. Roll call vote taken. Ayes: Paddock, Campbell, Klemz, Crews, and Goshorn. Nays: none. Absent. None. Motion passed.

A motion was made by Michelle Klemz to approve purchase of 2020 Toro Groundsmaster 4000-D 4WD at a cost of \$56,058.69 from Reinders Tractor., Milwaukee, WI through the Bid Buy Illinois Procurement program and was seconded by Vicki Paddock. Roll call vote taken. Ayes: Klemz, Paddock, Crews, Campbell, and Goshorn. Nays: none. Absent. None. Motion passed.

OTHER BUSINESS

A motion was made by Gerry Crews to enter executive session at 8:06 pm to discuss:

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity. (Sect. 2 (c) (1))
- Meetings held to discuss litigation when an action against, affecting, or on behalf of the particular body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent. (If used, also specify the basis for finding that

litigation is probable or imminent.) - Sect. 2 (c) (11)

Motion seconded by Vicki Paddock Roll call vote taken. Ayes: Campbell, Klemz, Paddock, Crews, and Goshorn. Nays: none. Absent: none. Motion carried.

A motion was made by Vicki Paddock to return to open session at 8:30 pm. Motion seconded by Gerry Crews. On voice vote, all voted aye and the Board returned to open session.

A motion to adjourn was made by Vicki Paddock and seconded by Gerry Crews. Roll call vote taken. Ayes: Paddock, Campbell, Crews, Klemz, and Goshorn. Nays: none. Absent: None. Motion carried. The meeting adjourned at 8:30 pm.

James G. Goshorn, President

Sandra Campbell, Secretary